ACTION PLAN and RESOURCE REQUEST FORM for Professional Units 2018 - 2019

Name of Professional Unit: IFLA Cataloguing Section (CATS)

Scope of Professional Unit: The Cataloguing Section analyses the functions of cataloguing activities for all types of material and media, including both bibliographic and authority information, for the benefit of all users.

The Section proposes and develops standards, cataloguing rules, models and guidelines for bibliographic information, taking into account the developing of electronic and networked digital environments in order to promote universal access to, and exchange of, bibliographic and authority information.

Objectives of Professional Unit 2018-2019:

1. Further clarifying work on IFLA UBC standards
2. Ongoing work with development and maintenance of IFLA standards.
3. Continue to strengthen the cooperation with other IFLA UBC Sections, more specifically the Bibliography Section and the Subject Analysis and Access Section.

These objectives all fall within the scope of the first IFLA strategic direction 2016-2021: "Libraries in society". They are also closely tied to key initiative 1.4: "[promote] IFLA standards to support libraries in the provision of services to their communities". The key initiative text goes on to state that this is achieved by "developing and continuously updating IFLA Standards and Guidelines, promoting their uptake by libraries worldwide", another key object of the CATS SC work.

Objectives	Project or activity	Main tasks	Responsibilities and timeline	Progress
1. Further clarifying work on IFLA UBC standards	1.1 Help define what should be considered a bibliographic standard and how it differs from e.g. a guideline	1.1.1 Complete the report delivered to the Committee on Standards (CoS) with examples. 1.1.2 Next steps TBD	UBC standards WG (Renate Behrens, Vincent Boulet, Massimo Gentili-Tedeschi and Mélanie Roche) led by Renate Behrens.	
2. Ongoing work with development and maintenance of IFLA standards	2.1 ICP	The ICP needs to be updated updated every few years. The WG will look into how to synchronize the updates with other standards, as the ICP describes the underlying principles for these.	ICP WG (Agnese Galeffi, Elena Escolano Rodríguez, and Dorothy McGarry), led by Agnese Galeffi	
	2.2 NoP Updating and publishing of Names of Persons files	2.2.1 Contact national agencies, send and receive forms and prepare for publishing (continuing work) 2.2.2 Name files will be organized by language rather than nationality.	Nesrine Abdel-meguid, Milena Milanova, Ricardo Santos	
	2.3 Anonymous classics	2.3.1 Set up a separate section for each language 2.3.2 Enable regional experts to contribute by submitting new files as markup versions, resulting in a more effective and scalable process.	Ricardo Santos with volunteers	

	2.4 MulDiCat	2.4.1 Continue the work according to plan. 2.4.2 Report to CATS SC and IFLA	The MulDiCat editorial group (MEG) consists of Nesrine Abdel-meguid, Massimo Gentili-Tedeschi, Mauro Guerrini, William Leonard, Dorothy McGarry, Alejandra Muñoz, Mélanie Roche, Ricardo Santos, Yoko Shibata, and Jenny Wright. Gordon Dunsire will assist the group. The group is coordinated by Mélanie Roche.
	2.5 Genre/form WG (not reporting to CATS SC)	2.5.1 Develop a list of resources relating to genre/form initiatives worldwide, and make this list publicly available on the IFLA website. 2.5.2 Engage in a new survey, part II, broadening the scope to Libraries other than national. 2.5.3 Meeting in Belgrade in early 2019 to revise the results.	The G/F WG has 16 members from different type of institutions and is chaired by Ricardo Santos and Ana Stevanovic
3. Continue to strengthen the cooperation with other IFLA UBC Sections	3.1 Joint metadata newsletter	(see 4.2 below)	
	3.2 Joint metadata reports	3.2.1 Contact other UBC	3.2.1 CATS SC chair, before

	session at IFLA WLIC 2019 (the 3rd of its kind)	chairs, decide on session format 3.2.2 Apply for timeslot, using programme enquiry form If approved: 3.2.3 Arrange session 3.2.4 Advertise session	November 15th 3.2.1 CATS SC chair, on or before November 15th 3.2.3 CATS SC members with volunteers from BIBS SC and SAA SC, May/June 2019 3.2.4 All UBC section members
	3.3 Joint satellite 2019 with BIBS, SAA and IT?	TBD by SC	
4. "Business as usual"	4.1 Minutes, annual report and action plan		CATS secretary and chair, with input from whole SC
	4.2 Newsletter (see point 3.2 above)	4.2.1 Publish issue 8 and 9 4.2.2 Provide content for newsletter	4.2.1 Newsletter editor Unni Knutsen with supporting editor Mélanie Roche 4.2.2 All SC members. Newsletter is scheduled for December 2018 and June 2019
	4.3 Information coordination	4.3.1 Maintain website 4.3.2 Administrate mailing lists 4.3.3 Take part in IFLA development re: communication	Information coordinator Agnese Galeffi with supporting IC Ricardo Santos
	4.4 Recruitment corresponding members		All SC members
	4.5 Midterm meeting spring 2019. Place: TBD.	4.5.1 Post Doodle for finding date 4.5.2 Prepare agenda 4.5.3 Local arrangements	4.5.1 SC Chair, November 2018 4.5.2 SC Chair and secretary, with input from whole SC

		4.5.4 Communication about and around the meeting	4.5.3 Local arranger (not yet appointed) 4.5.4 Chair, secretary and local arranger	
	4.6 Open session at IFLA WLIC 2019	4.6.1 Decide on topic, draft Call for papers (CfP) 4.6.2 Establish programme committee 4.6.3 Decide on format, timeframe for CfP (if this will be used), submissions and such. Apply for timeslot, using programme enquiry form. 4.6.4 Send out CfP (if this will be used) 4.6.5 Choose presentations, finalise programme, arrange for translations into official IFLA languages	4.6.1-2 SC Chair sends out question. Decision by whole SC. Programme committee not established yet 4.6.3-4.6.5 Programme committee, as established in 4.6.2. Deadlines according to timeframe decided (4.6.3)	

(No resource requirements)

/Submitted respectfully November 2018 by CATS SC Chair Miriam Björkhem